

TORCH 

handbook



*TripleX* 

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# Triple X handbook

Triple X 

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This book describes how to use your Triple X computer. Although there are other books and instruction cards packed with the computer, you should read this book first.

It's divided into three sections:

- starting: a guide to your first Triple X session
- working: comprehensive operating instructions
- reference: information you may need to look up while using your computer.

If you come across terms that are new to you, look in the glossary at the back of the book.

Before you go any further, please fill in, sign and send back to us the registration card in the Green Card support pack. This contains the UNIX agreement. Support cannot be given unless this is signed. In addition, this will ensure that, if improvements in Triple X hardware and software are made, we can let you know, and that we can keep in touch regarding new product developments.

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# Contents

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## Starting

*pages 5 to 33*

This section introduces you to the Torch Triple X. It describes how to switch the Triple X on and how to use the Triple X mouse. There are also instructions on working with one or several desktops and windows, and opening up folders and icons. The section also introduces you to the Triple X menus and gadgets.

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## Working

*pages 34 to 63*

This section describes in detail how to use the Triple X for day-to-day work. There are instructions on starting and finishing a session; using program icons; managing files and folders; and using the floppy disc drive. The section provides more details on working with desktops and explains the Triple X menu in full. There is an introduction to using Torch System V.

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## Reference

*pages 64 to 72*

This section contains information you may need to look up while using your Triple X. It includes information on looking after the Triple X, expanding the Triple X system, and solving problems. There is also a summary of the Triple X menus.



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## Starting

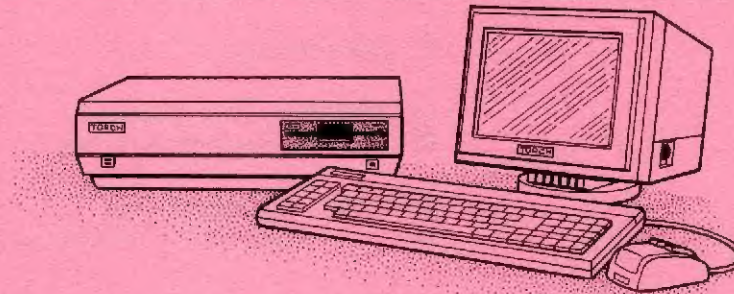
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*TripleX* 

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## Introducing the Triple X

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The Triple X has three qualities that distinguish it from other super-micros:

- reliability
- simplicity
- performance.

### reliability

There's little chance of your Triple X letting you down — we've used reliable hardware components and the tried and tested Unix System V operating system.

### simplicity

The Triple X is simple to use: there's a desktop display on the screen, and a mouse to control it. We've kept internal cables and sockets — a main cause of problems in other computers — to a minimum.

### performance

The Triple X's speed means that you avoid irritating delays even when carrying out several tasks at once. You can link your computer to other Triple Xs and to a wide range of devices. Security is built in to the Triple X.

The Triple X has been designed to allow for expansion. Its modular design means that you can easily build upon the basic system.





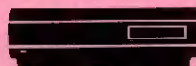
Arrange the screen so that you can see it easily, and so that there aren't any reflections on it. It's usually easiest to put it on top of the computer, though it doesn't have to be there.



The mouse is your main way of telling the computer what you want to do. By rolling the mouse over a flat surface — such as your desk top — you control the position of a pointer on the screen. You can't move the pointer off the screen and it won't actually do anything until you press one of the mouse buttons. With the pointer, and the buttons on the mouse, you can select the item you want to work with, or move items around.



With the keyboard, you type information or programs into the computer.



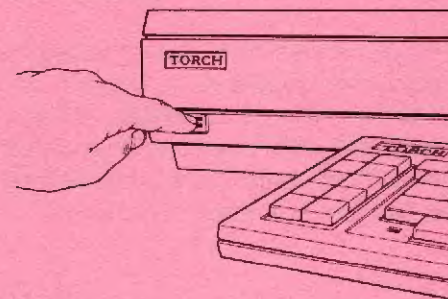
The computer itself contains the microprocessors which carry out your computing tasks, and the memory, which stores temporarily the work you're doing.

In the same unit are two disc systems that can store your work permanently. The hard disc stores your work between the times when you are actually using it. You use the floppy disc drive to make back-up copies of your work or to transfer new programs to the hard disc. When you have set up your Triple X, you'll be able to remove the labels from the disc drives.



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## Switching on



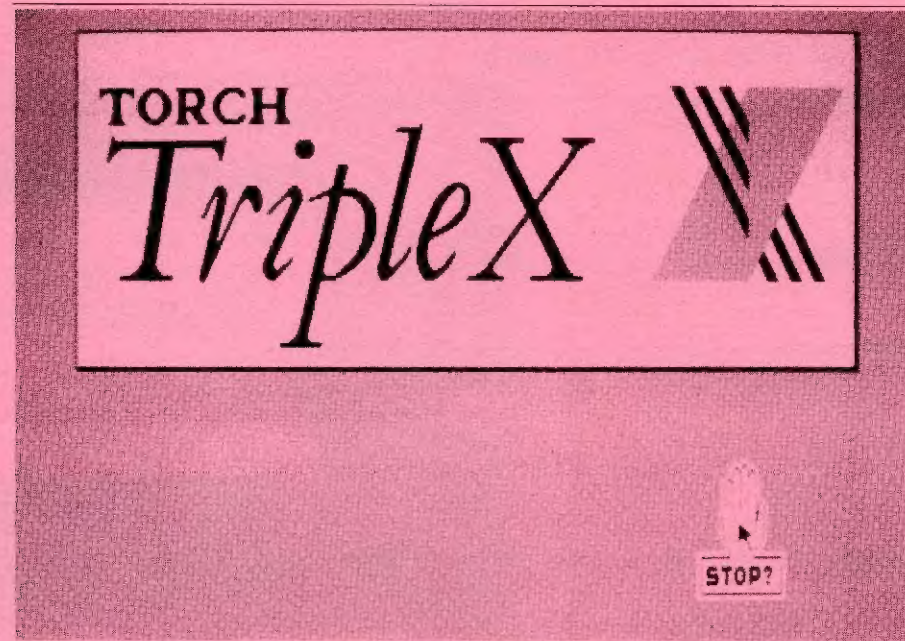
- *Switch on.*

First you hear a short beep to indicate that the power is switched on, followed by a rising tone to show that the machine is working.



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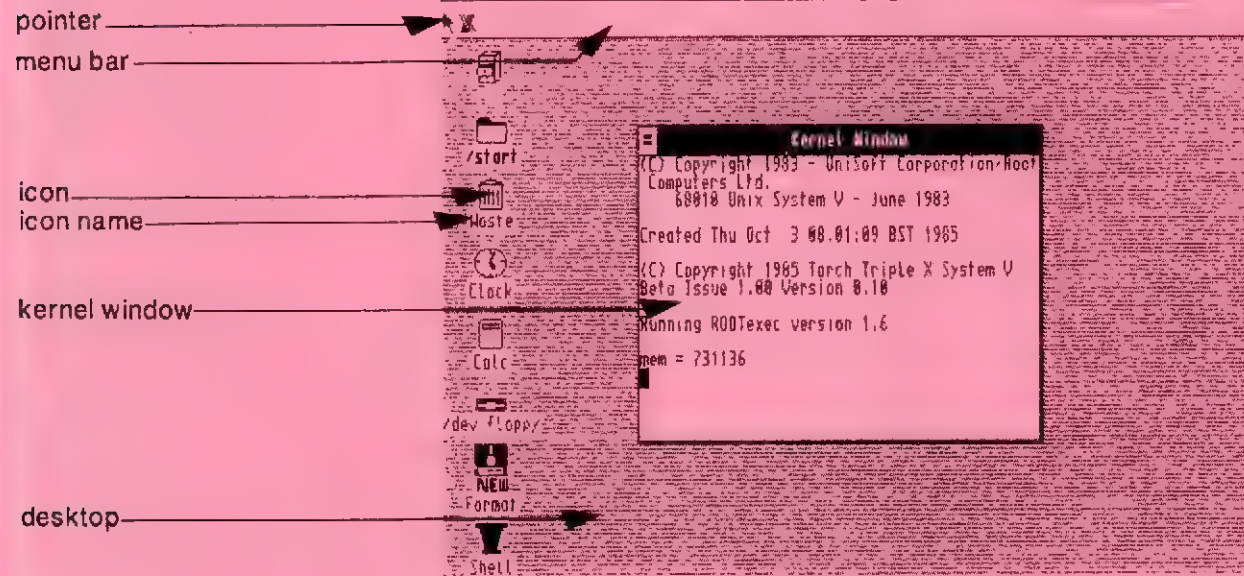
This is what you should see.



If you don't see this screen, try adjusting the brightness. You should also make sure that the monitor is switched on.

If there's still no picture, check that everything is connected up and that the wall socket is switched on. If there are still problems, or if you hear a sequence of beeps from the computer, phone Triple X support. The number is shown on the Triple X green card, which is packed with the computer.

When the Triple X has finished going through its start-up routine, the screen shows a picture called the desktop display, like this:



The icons are symbols standing for the information and programs stored in the computer.

The kernel window shows copyright information about your Triple X. Usually, you see the kernel window only when you switch on; but it can reappear if the system needs to give you a message about a fault or an error.



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## The desktop display

Before you start using the computer, you need to know about the desktop display.

On your real desk top, you probably have:

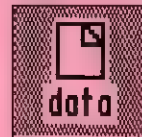
- some loose papers and folders, which contain the information you work with
- objects like pens, calculators, paper clips, rulers: things which you use to do your work or to keep it organised.

The Triple X desktop display represents a typical desk top. Each item is shown as a small picture with a name written under it. The picture is called an icon.

Just as there are different sorts of object on a real desk top, there are different kinds of icon.

### Data file icons

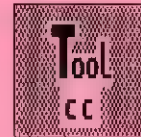
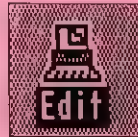
All the information you produce on your computer is normally stored in data files. You use data file icons to select a particular file to work on. At the moment, there may not be any data file icons visible on the screen: you'll see some when you start work. They normally look like this:



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## Program icons

The computer equivalents of pens, pencils and calculators are computer programs. The second group of icons represent these programs. (Strictly speaking, they stand for the files that contain programs.) For example, if you want to write a letter using a word-processing program, you pick a word processor icon. These are examples of program icons:



## Folder icons

Triple X folders are a way of grouping files together. You might, for example, have a set of files containing letters you've written with a word processor. You could put these files together in a letters folder.

As well as ordinary data files containing information, folders can contain:

- the files that store programs
- other folders.

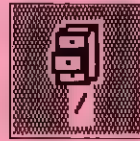
So when you display the contents of a folder, it's possible to find these kinds of icon — data files, programs and folders.

Folder icons normally look like this:



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On the screen there's now an icon like this:



The filing cabinet contains everything now stored on the Triple X. The information is stored on the hard disc in your computer.

The Triple X's filing cabinet is an extremely well organised filing system. Instead of a random heap of unrelated files, everything is organised in folders. Folders containing related material can themselves be grouped into larger folders.

There's also a special folder which stores information you no longer need:



The wastepaper basket icon stands for a special folder, holding files you no longer want. If you change your mind, you can get a file back by taking it out of the wastepaper basket (unless you've emptied the basket).

To gain access to the icons stored in a folder, you need to open up the folder icon. There are instructions on page 19.

## Device icons

Around your real desk top, you probably also have something to help you carry your papers to meetings, such as a briefcase, and equipment that helps you communicate with others, such as a phone. The Triple X equivalents are shown on the screen as device icons.



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For example, one device icon you'll see is the floppy disc icon. This is the equivalent of a briefcase, since it stores files and folders and can be used to carry them from one computer to another. You need the floppy disc icon when you want to use information stored on a floppy disc.



You'll find out how to use these icons as you work through the guide.

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### **Working with the icons**

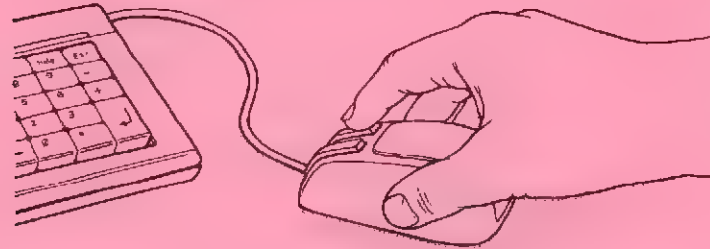
To arrange the icons on the desktop, and to select particular icons to work with, you use the Triple X mouse. The next few pages describe how.

---

## The Triple X mouse

The mouse is the main way of controlling the desktop display.

- *hold the mouse like this:*



- *try moving it*

You'll see the pointer move across the screen. If, as you push the mouse, you run out of desk space, lift it up and run it over the same area again. Lifting the mouse off the desk leaves the pointer in the same place on the screen.

You can't move the pointer completely off the screen and it won't actually do anything until you press one of the mouse buttons.

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## Three ways of using the mouse

There are three main ways of using the mouse, and it's worth trying them out now: you'll soon get used to operating it.

### Dragging

Dragging is the method you use to move things around on the desktop, so that they are arranged the way you want them.

- *move to the clock icon*



Anywhere in the icon's picture will do.

- *hold down the left-hand button and move the mouse*



This symbol is used when you are dragging the mouse with the left-hand button.

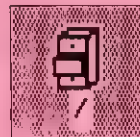
By doing this, you've selected the clock, and its name is now highlighted. As you move the mouse, an outline of the clock icon moves with the pointer. If you try to move it inside the kernel window nothing will happen.

When it's where you want it, release the button. The icon appears in its new position so long as this is on the desktop.

## Clicking

This just means selecting something on the screen by moving the pointer to it and pressing and releasing the left-hand mouse button quickly.

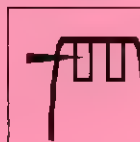
- *move to the filing cabinet icon*



Anywhere on the icon's picture will do.



- 
- *click the left-hand button*



This symbol is used when you are clicking the mouse with the left-hand button.

You've now clicked the icon, and the name below the icon is highlighted (with light letters on a dark box). This means you've now selected it as the item you want to work with. At the same time, the clock name stops being highlighted.

## Double-clicking

This is how you open up an icon, so that you can work with it. You move the pointer to the icon you want, and press and release the left-hand mouse button twice. The two presses have to be very close together, one immediately after the other.

- *move to the calculator icon*



Anywhere on the icon's picture will do.

- 
- *double-click the left-hand button*



This symbol is used when you are double-clicking with the left-hand button.

The icon now opens up, so that you can see the Triple X calculator. Double-clicking has the effect of making icons open up — activating them. For the moment, close the calculator down, by moving to the box with the thick equals sign in it and clicking once.



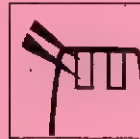
You may be wondering what the right-hand button is for. It's for working with groups of icons, and for changing the desktop display. You'll find out how exactly as you read the rest of this guide, but what you do with the right-hand button — dragging, clicking and double-clicking — is exactly the same as for the left-hand button.

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## Opening a folder

To gain access to the contents of a folder, you double-click its icon, using the left-hand mouse button. You can try this out on the filing cabinet icon. (The filing cabinet, you'll remember, is a special folder that holds all the other folders.)

- *double-click the filing cabinet*



In other words, move to it and click the left-hand mouse button twice quickly.

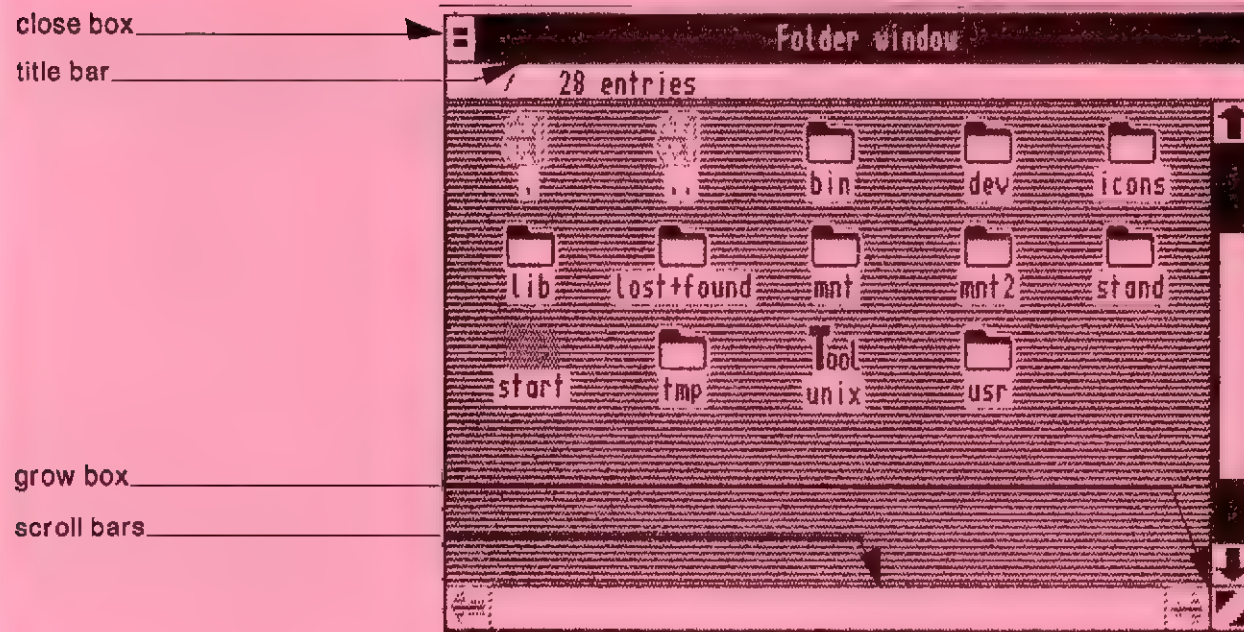
For a second or two, the pointer turns into a watch symbol. This means 'wait a moment' while the Triple X looks on the hard disc for information it needs.

Then you'll see a box, called a window, grow out of the icon. Inside the window is a new display of icons, which stand for the files, programs and folders contained in the filing cabinet you've just opened.

The filing cabinet icon itself stays where it was, but looks dimmer. You'll be using windows all the time with the Triple X. This one has:

- a close box
- a title bar
- scroll bars
- a grow box.





You'll find that most Triple X windows have a title bar, a close box and a grow box and that some have scroll bars. You'll realise what these are as you start to work with windows.

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## Working with a window

You use windows to get a view of the work you are doing with your Triple X. You can adjust that view in several ways.

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### Moving a window

You can move a window around the desktop. You'd need to do this if, for example, an icon you wanted was hidden behind a window.

- *point to its title bar*

Try pointing to the filing cabinet's title bar.

- *drag the window*



That is, hold down the left-hand button and move the pointer. An outline of the window now follows the pointer.

- *when the window is where you want it, release the button*

You'll see the window move to the new position as soon as you release the button. Moving a window is very similar to moving an icon.

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### Closing a window

To make the window disappear again, move the pointer to the box in the top left-hand corner — the close box.

Click the left-hand mouse button, and the window shrinks back and disappears.

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Incidentally, the kernel window is probably still on your screen. You can close this window too, by clicking in its close box. (You will need to click twice if the window is not at the front.)

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## Changing the size of a window

Open up the filing cabinet again. You can change the size of the window. Again, this helps you arrange the desktop the way you want it, so that icons you need aren't covered up.

At the bottom right-hand corner of the window, there's a box called the grow box.



- *drag the grow box*



In other words, hold down the left-hand mouse button and move the mouse. You'll see an outline of the window changing size as you move the mouse.

- *move it up and to the left*

The flashing outline of the window gets smaller.

You can't make the window so small that it disappears.

- *move it down and to the right*

The outline of the window now gets larger.

- *when it's the size you want, release the button*

(Some windows don't have grow boxes. You can usually change their size by pointing to just inside the bottom right-hand corner and dragging.)

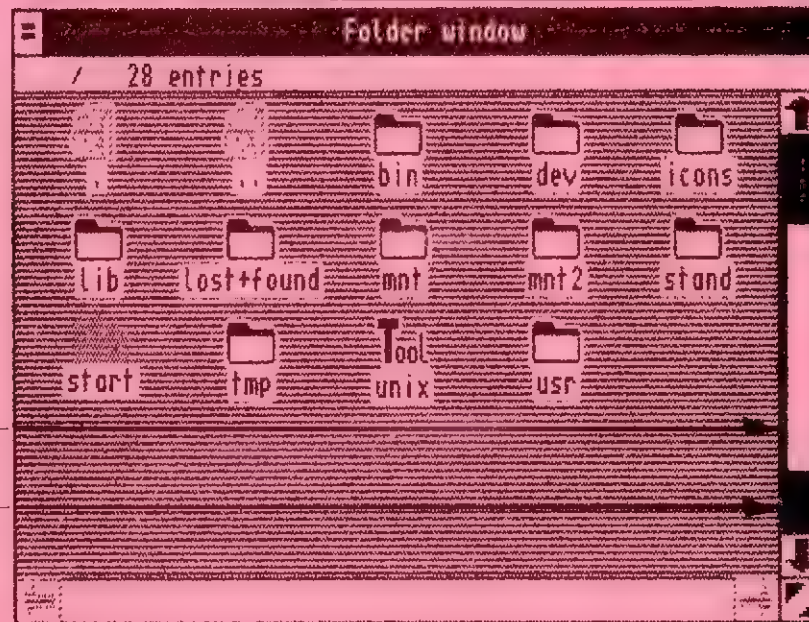
Note that the maximum size of the window depends upon the program which is running the window. Normally, the size at which the window was opened is the maximum size.

## Scrolling

Sometimes there's so much information in a window that it can't all be shown at once, however large you make the window. To see this, make the filing cabinet window smaller, until only about six icons are visible (two rows of three icons). Now you can use the scroll bars to let you see more, a bit at a time.

scroll bar

scroll box





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To see this:

- *move to the scroll box at the bottom of the window*
- *drag the box to the right, along the bar*



When you release the button, the display moves over, so that you can see the next few icons in the filing cabinet.

The bar represents the complete width of the folder display, and the box shows the position of the window within that width. So the further you drag the box towards the right of the bar, the further across the folder display you are.

There's an alternative way of moving the scroll box. At either end of each scroll bar, there's a box containing a red arrow. Click one of these arrows, and the scroll box moves towards the arrow.

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## Using a program icon

Whenever you want to do some work with the Triple X, you select the icon that represents the kind of work you want to do. It might, for example, be a drawing program, a financial planner or a card index.

If the icon is in a folder, you can either leave it there, or use the mouse to drag it out on to the desktop.

You then open up this icon to create a window in which the program will run.

To try out a program icon:

- *double-click the calculator icon*



If you can't see the icon, drag the filing cabinet window out of the way first.

The Triple X calculator grows out of the icon. The calculator is one of a set of useful Triple X gadgets. The others are described separately.

The icon itself stays on the screen, but is dimmer. This means that you can't, by double-clicking the icon again, open another calculator. Some programs can be run several times: in that case, the icon stays bright to remind you that you can double-click it again.

You might like to try experimenting with the calculator. You use it just like an ordinary pocket calculator, except that instead of pressing a key with your finger you:

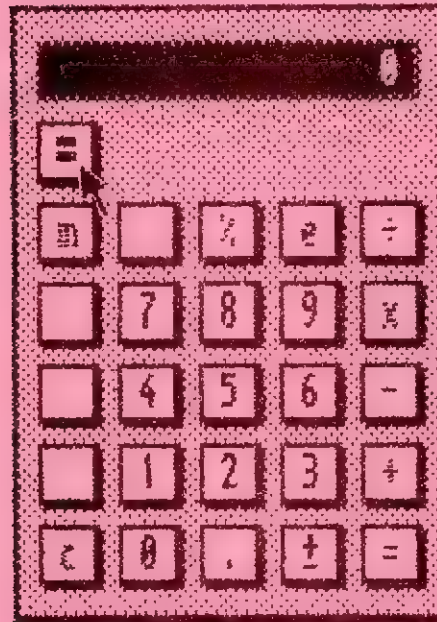
- move the pointer to the key you want
- click the left-hand mouse button.

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Alternatively, you can use the number keys on the right of your keyboard.

To clear the calculator away:

- *click in its close box with the left-hand button*



Note that the close box is not the same as the equals key. It's designed like that so that it looks like the button on the front of the Triple X that switches the computer on and off.

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## Opening several windows

With the Triple X you can have several icons — folders or programs — open at once. This means that you can look at several folders and carry out different tasks at the same time — writing a report in one window, perhaps, using some statistics displayed in another. Each program or folder occupies its own window.

- *double click the calculator again*



- *move to the /start icon and open it up*



You'll see a new window grow out of the icon. This one displays the contents of a folder called /start. The purpose of this folder is explained later.

Like the filing cabinet window, there's a close box, a title bar and a grow box. There may also be scroll bars. Depending on the position of the calculator, the new window may overlap the calculator.

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## Selecting a window

Although you can have several windows on the screen at once, you can only type information into one at a time. This is called the active window; at the moment, it's the /start folder.



---

To go back to the calculator:

- *click anywhere inside the calculator window*



If you can't see the calculator, drag the /start window out of the way first.

The calculator's window is now the active one. You can always tell which window is active because:

- it overlaps any other windows which occupy the same area on the desktop
- if it has a title bar, it's in reverse video, so that the title is light on a dark background.

Windows without title bars are highlighted in some other way. The calculator window, for example, has its display highlighted.

There's a limit to the number of windows you can have open. If you try to go over that limit, a box appears with a warning message. You can normally have about ten windows open.

If you want to do anything to a window — move it, change its size, scroll, or close it — you should make it active first by clicking it.

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## Clearing a window away

There are two ways to clear away a window you don't want to look at:

- 1 Click it to make it the active window, and then click the close box to remove it. This will also close the program running the window, so you should only do this if you really don't want to work with the window any more. The window that was last active becomes the new active window.
- 2 Change the window's size until it has almost disappeared.

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## The Triple X menus

The menu bar of the screen shows one or more menu names. Using the mouse to point at one of these names, you can make a menu — a list of options — appear. Each name produces a different menu.

There's one menu name that's always there: the Triple X symbol. This menu lets you rearrange your desktop in various ways.

Other menu names appear as you use your Triple X. Which names are shown depends on what's going on in the active window. If you make the /start window active (click it), you'll see three additional menu names:

**File** , **Display** and **Options** .

If you're running a program such as a word processor, it may display its own menu names.

To read a menu:

- *point to the menu name, for example the Triple X symbol*
- *hold the left-hand mouse button down*

The menu now drops down like a roller blind.

- *keep holding down the button while you read the menu*

Some menu items are shown in dimmer type than the others: these are items you can't select at the moment.

You could now choose an item from the menu, but for the moment, just let it roll back up:

- *release the button*

The menu disappears.

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## Choosing from a menu

Point to the menu name again, and hold the left-hand button down. The menu rolls down.

To choose an option from the menu:

- *move down the menu*



That is, hold down the left-hand button and move the mouse down — it's like dragging an icon. The menu items (apart from the dim ones) are highlighted as you move over them. You can move freely up and down the list.

- *when the **Close** option is highlighted, release the button*

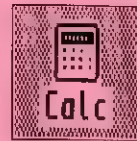
This selects the **Close** option, which closes all invocations of the currently selected icon or icons.

There's more on the menus on pages 68, 69 and 70.

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## The Triple X gadgets

The calculator and the clock are two of the Triple X gadgets: simple programs which it's useful to have on your desktop.



These and others are described separately.



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## Working with several desktops

The Triple X gives you not one, but several desktops.

It's the computer equivalent to having several different work areas, one for each kind of task. People working in laboratories, for example, often have a workbench for their experimental work, a desk where they write up results, and a seminar room for meetings. The Triple X gives you the equivalent — all on one screen — and the number of different desktops you can have is limited only by disc space.

If several people are using your Triple X, each can have their own set of desktops. How to set up desktops is explained on page 58.

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## Desktops and the filing cabinet

The advantage of the Triple X filing cabinet system is that nothing need get lost: everything has its logical home. The disadvantage is that it may take a little while to find a particular file you need, if it's deep in a folder within a folder within another folder.

Desktops get round this problem.

You can imagine the Triple X as an office with one central filing cabinet and a number of desktops. As in real offices, each desktop can have a set of papers from the filing cabinet on it; what's different is that the papers stay in the filing cabinet too.

For example, if you have a folder icon called **planning** on your desktop, that doesn't mean that the folder is no longer in the filing cabinet: it's in both places at once. Strictly speaking, the folder itself is in the filing cabinet; what's on your desk is the icon, which is just a representation of the folder — a representation that gives you instant access to the real folder.

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On each desktop, you can leave all the programs and files you're most likely to want for that desktop. On your letter-writing desktop, for example, you might have your word-processing program, a folder to put letters in, another folder containing an address index, and a diary program. When you use one of these icons, the Triple X finds the program, data file or folder in the filing cabinet automatically: you don't need to open up folders or folders within folders.

Every desktop has a filing cabinet icon, so you can always open it up and find files by going through the folder system.



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## Getting to know Triple X

By now, you should be starting to feel at home with the Triple X. You've already learned the main rules for using the mouse, the icons and the windows. This section describes in more detail how to use the Triple X for day-to-day work.

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## Starting and finishing

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### Starting

To start a session:

- *switch on*
- *type the password if you need to*

You're asked for a password only if one has been set up. You may like to set one up if you want to prevent unauthorised people from using the computer. There are instructions in the guide called 'Caretaker'. (This is a specialist guide for people who want to adjust the way the Triple X works when you switch on.)

A desktop now appears. Normally, it's the desktop called /start, though you can set up the Triple X so that another desktop automatically appears. (For details on how to do this, look at 'inside System V'.)

The kernel window also appears. You can remove it by clicking its close box.

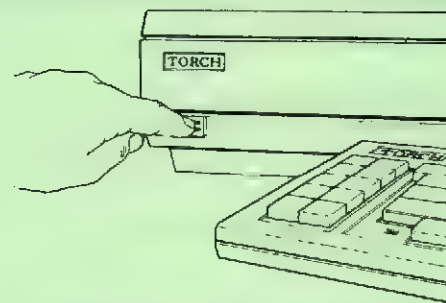
You can now start work at this desktop.

---

## Finishing

To finish work:

- *close all the program windows that are running*
- *put any files you don't want to keep into the wastepaper basket*
- *select **Switch off** from the Triple X menu, or switch off at the front of the computer*



You can leave icons on the desktop if you like: they'll still be there next time you go back to that desktop.

Both the **Switch off** option and switching off at the front of the computer have the effect of closing the desktop, saving the icon positions and then switching the machine off.



---

## Using program icons

A program icon may stand for a gadget (such as the palette), an applications program (such as a word processor), or a programming tool (such as a C compiler). Many of these icons open up to form a window in which you work; some start running when you give them a data file icon to work on.

---

### Giving a program information to work with

To start a program which needs an ordinary information file to work on:

- *drag the data file icon to the program icon*



If the program icon is highlighted, then it is likely that it can work with the data file icon. If the program icon is not highlighted, then the icons cannot work together.

You wouldn't normally take a program icon to an ordinary data file icon. If you try, the program icon jumps back — it's as if the data file icon repels it magnetically.

---

### Stopping a program

If the window in which the program is running has a close box, click it.

If the window does not have a close box, you'll have to move to the program's icon and select it, then pull down the Triple X menu and select the **Close** option. You will be asked to confirm that you want to close the window. Only use this method if the window has no close box and make sure you click the left-hand button when selecting the **Close** option. As a last resort, you can select the appropriate icon and then select **Kill**.

---

# Managing files and folders

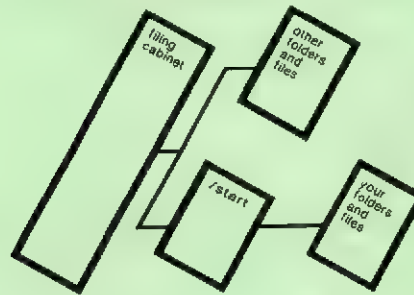
This section describes how to keep your files and folders organised.

---

## The /start folder

The /start folder is one created already on every Triple X. It's within the filing cabinet. Normally, each new folder you create should be created:

- within /start, or
- within another folder you've created.



---

## Icons and names

Each file and folder has an icon consisting of:

- a picture
- a name, usually displayed below the picture.

The name displayed beneath an icon is not necessarily the name of the file that the icon represents. It may be a display name only.

When you create new files or folders, you're asked to type in a name for them. To avoid later confusion, always choose names that are descriptive, and that haven't been used already. Names can be up to 14 characters long. It's best to make them out of:

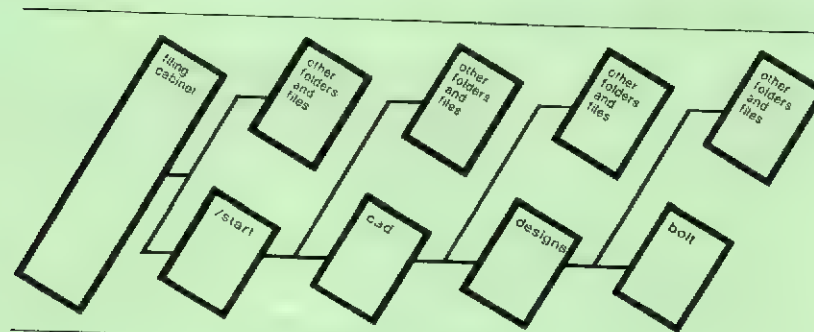
- lower case letters (a to z)
- capital letters (A to Z)
- numbers (0 to 9)
- the underline symbol (\_)
- full stops (.)

(Other characters may have special meanings, and you shouldn't use them in filenames.)

/ is always used to refer to the filing cabinet.

Files and folders also have longer versions of their names. These longer names specify the location of the file in the filing cabinet.

For example, suppose you've opened up your /start folder, and that you've created a new folder within it for computer-aided design work. You might call the folder cad. In the cad folder, you might then create a folder to store designs. One particular design — for a new kind of bolt, perhaps — could be in a data file called bolt.



---

The full name of the file bolt would be:

`/start/cad/designs/bolt`

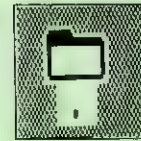
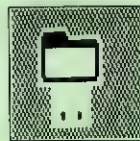
This full name is called a pathname, because it records the logical path from the filing cabinet to the file you want.

The `/` at the beginning stands for the filing cabinet, which contains all the folders and files.

---

## Two special folders

Every folder display includes these two special folders:



The first of these stands for the folder itself, and you don't normally need to use it. The second stands for the folder that contains the folder you're in. So if you open up `/start` and double-click the `..` icon, you get a display of the filing cabinet, since that's the next folder up in the filing system.

---

## Staying organised

To keep your information organised, you'll occasionally need to delete old files, rename others, or move files between folders. To do this, you need to be able to select the files you want to work on.



---

## Selecting a file

To select a file or folder:

- *move to its icon*
- *click the left-hand button on the mouse*



The icon is now highlighted. This means you've selected it as the icon you now want to work with.

To cancel a selection, click the left-hand button in any blank space on the desktop or in the folder display area.

---

## Working with groups of files

Sometimes you'll want to select more than one icon — for example, if you want to delete a group of files. For this, you use the right-hand mouse button.

To select a group of icons:

- *select the first one using the left-hand button*
- *select the second and subsequent icons by moving to them and pressing the right-hand mouse button*

You can select all the icons in a folder by selecting **Select all** from the **Options** menu.

This also has the effect of deselecting all the icons in every other folder.

---

To move a group of icons:

- *select the icons you want*
- *using the right-hand button, drag any icon you selected*



The icons will move together in formation.

---

## Making a new folder

To create a new, empty folder to work with:

- *open the folder where you want to store it*

This is the folder within which the new folder will be kept. You may need to open the filing cabinet and search through it to find the folder's icon. If it's already on the screen, make sure it's the active window.

- *pull down the **File** menu*
- *select **New Folder***

The new folder will be called newfolder and you'll need to rename it (see page 47), giving it a more descriptive name. When you've done that, it's ready to use — though of course it's empty at the moment.

---

## Changing the current folder

To change the current folder:

- *put the folder icon of the folder you wish to change to on to the desktop*
- *double-click the folder icon with the right-hand button*



The colour of the folder icon changes to show that it is now the working folder. The display name of the working folder is always shown in a different colour. The folder you were using previously reverts to its former colour.

If the new working folder has its own desktop, the desktop changes. The old desktop's movable icons are removed and the new desktop's icons are added.

If the new working folder has no desktop, then the desktop does not change.

---

## Deleting files

To delete a data file or group of files from a folder:

- *select the file you want to delete*
- *drag it to the wastepaper basket icon*

You can select and drag a group of files, using the right-hand mouse button.

---

The wastepaper basket icon stands for a special folder, holding files you no longer want. It records their position within the folder system. For example, if you move a file

`/start/cad/designs/bolt`

to the wastepaper basket, it's stored there as

`/waste/start/cad/designs/bolt`

To get a file back from the wastepaper basket:

- *open the wastepaper basket folder*
- *select the file you want*

You can select a group of files if you like, or a folder.

- *select **Restore** from the **Options** menu*

This puts the file, group of files or folder back in its original position and removes it from the wastepaper basket.

From time to time, you should clear out the folder by selecting **Empty waste** from the **Options** menu.

If the wastepaper basket gets full, you will see the `disc full` message.

---

## Deleting folders

To delete a folder:

- *select the folder you want to delete*
- *drag the folder's icon to the wastepaper basket icon*

If the folder is not empty, you will be asked to confirm that you want to delete the folder and everything in it.



---

## Renaming

To rename a data file or folder:

- *move the pointer to the icon name*



- *click the left button*

A flashing vertical line appears just after the last character in the name. If you want to start a completely new name, you should first of all use the delete key to delete the original name.

- *type in a new name*

If you make a mistake, press the delete key. The name must not be more than 14 characters long. At the end of the name, press the return key.

---

## Making duplicates

To make a duplicate of a file so that there are two copies in the same folder:

- *open the folder where you want to make the duplicate*
- *select the icons you want to duplicate*
- *pull down the **File** menu*
- *select **Duplicate***

A duplicate icon now appears in the folder window. If you can't see it straight away, scroll the window until you find it.

---

## Copying files between folders

To make a copy of a file or folder, putting the copy in a new folder:

- *open the folder containing the icon you want to copy*
- *open the folder where you want to put the copy*
- *select the icon you want to copy*
- *drag the icon from the first folder to the second*

You can copy a group of files by selecting and dragging the whole group.

---

## Rearranging the display in a folder

---

To rearrange the display in a folder:

- *open the folder*
- *pull down the **Display** menu*

This is one of the menu names that appears at the top of the screen each time you open up a folder.

- *select the option you want:*

---

**Tidy**

Tidies up the icons.

---

**By icon**

Files are displayed as icons.

---

**By name**

Only the filenames are shown, not the icons.

---

**By letter**

Files are displayed in alphabetical order.

---

**By date**

Files are displayed in order of most recent use, with dates showing when they were last used. The date is only displayed if you are displaying by name.

---

**By size**

Files are displayed in order of size, biggest first. The size of each file is shown. This option is only available if you are displaying by name.

Ticks show which options you've selected. You can show files:

- either by icon or by name; and
- by one of letter, date and size.

---

## Displaying information

To display information about an icon:

- *select the icon you want information on*
- *pull down the Triple X menu*
- *select the **Icon info** option*

---

## Using the floppy disc drive

Unlike the hard disc, you can take a floppy disc out of its drive. This means that you can transfer information from computer to computer, and you can build up a library of discs, storing information completely independently of the computer.

---

### Buying floppy discs

Floppy discs are available in a wide range of specifications. For your Triple X, you should ask for discs which are:

- soft-sectored
- 96 tracks per inch
- double density
- double sided.

You can purchase these discs from Torch.

---

### Looking after floppy discs

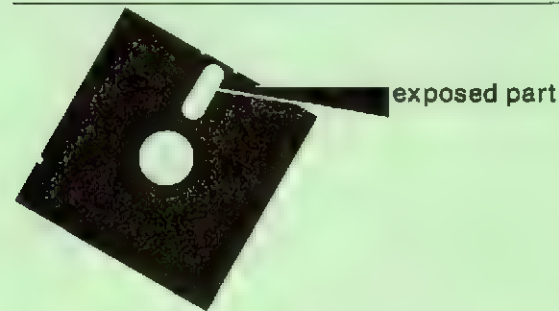
When discs are out of the computer:

- always keep them in their jackets
- keep them away from dusty places or anywhere they might get anything spilt on them
- don't bend them or use staples or paper clips on them
- keep them dry and away from direct sunlight and heat.



---

When handling a disc, be very careful not to touch the exposed part.



---

Always label your discs so you know what's on them — use the special Triple X pen, packed with your computer.

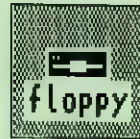
Never turn the computer on or off when there's a disc in the drive.

---

### **Putting a floppy disc in the drive**

- *take the disc out of its jacket and hold it by the edge nearest the label*
- *put it in the drive, making sure that the labels are facing upwards*
- *gently push the disc in as far as it will go*
- *press the button marked 'push'*

- *find the floppy disc icon*



If it's not on your desktop, it's probably in the folder /dev.

What you do next depends on whether you want to:

- just look at files on the disc or copy them on to the hard disc (that is, reading the disc)
- or put new information on to the floppy disc (writing to the disc).

To use the disc for reading:

- *double-click it with the right-hand button*



To use the disc for reading and writing:

- *double-click it with the left-hand button*



The contents of the disc are now available in the directory /mnt. This directory is used by the system for files on the floppy disc.

---

## Preparing floppy discs

Floppy discs have to be prepared — formatted — for use.

To format a disc:

- *put the new disc in the drive*

Follow the instructions above.

- *find the format floppy icon*



If it's not on the desktop, it's probably in the folder `/bin`.

- *double-click it*



Use the left-hand mouse button. A program now runs which formats the disc. When it's finished, its window disappears.

---

## Taking a floppy disc out of the drive

- *check the red light by the drive*

This indicates whether the computer is using the disc. The disc must be unmounted before you remove it from the disc drive.

- *open the folder `/mnt` and make it the active window*
- *pull down the **Options** menu and select **Unmount***

---

Unmounting means telling the computer you've finished with the floppy disc. Its files now stop being available in the folder /mnt.

The /mnt folder window now closes.

- *press the button marked 'push'*
- *take the disc out of the drive and put it back in its jacket*

---

## Backing up

You should regularly make back-up copies of the files you're working with on the hard disc. These are security copies kept in case the information on the hard disc gets accidentally lost or damaged.

To make a back-up copy:

- *put a blank formatted floppy disc in the drive*
- *double-click the floppy disc icon*



Use the left-hand button.

- *open the folder /mnt*
- *select the icon you want to back up*

You can select a group of icons if you need to.

- *drag the selected icon into the /mnt folder*



---

If there's not enough space on the disc to make a complete backup, the Triple X copies as much as it can, then you see a message in the kernel window. At this point, you need to use a new floppy disc. Remember to unmount the old one first and mount the new one.

When you've finished, pull down the **Options** menu and select **Unmount**, then take the disc out.

---

## Preparing new programs

The Triple X is supplied with a set of programs already on the hard disc. New software for the computer — a new applications program, for example — is supplied on floppy disc.

To copy the contents of the floppy disc on to the hard disc:

- *put the floppy disc in the drive*
- *double-click the install floppy icon*

If it's not on your desktop, this icon is in the folder /bin. This icon runs a program which installs the software on the hard disc.

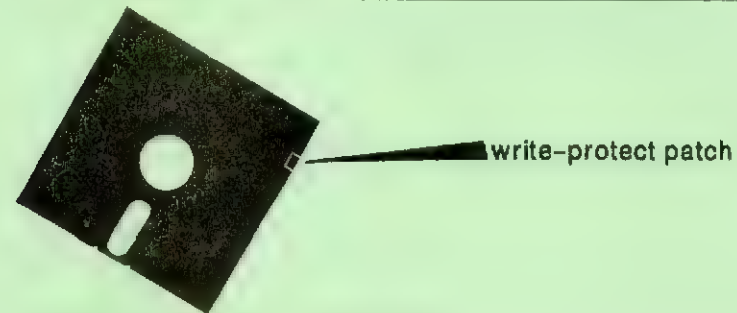
When you've finished, pull down the **Options** menu and select **Unmount**, then take the disc out.



---

## Protecting your information

Near one corner of your floppy discs, there's a notch which controls whether or not the information on your floppy discs can be erased or altered. Normally, you can change and wipe out files freely; if you want to prevent this, you stick an adhesive patch — called a write-protect patch — over the notch. These patches are supplied with new floppy discs.



It's a good idea to keep write-protected copies of your programs and your most important data.



---

## Going to a different desktop

To change desktop:

- *select the **Find desktop** option from the Triple X menu*

This finds the desktop closest to your current position.

If you change to a folder which has its own desktop, the desktop is changed automatically.

---

## The Triple X menu

This menu is available on the menu bar all the time. The options are:

---

### **Tidy**

Tidies the desktop, arranging all the icons into a neat formation, around the edges of the screen if possible.

### **Shuffle**

Shuffles the windows, pulling the window at the back to the front.

### **Find desk**

Changes the desktop to the nearest desktop in the hierarchy.

---

### **Icon info**

Opens a window which displays information about the most recently selected icon.

### **Put back**

Removes all selected removable icons from the desktop and puts them into the correct folder.

---

### **Close**

Closes the selected icon.

### **Close all**

Tries to close every application started by the desktop.

### **Kill**

Closes the selected icon definitively.

---

### **Update**

The program that runs the desktop carries out an internal check from time to time. The tick means that checks are being carried out. If there is no tick present, checks are not being carried out.

---

### **Switch off**

---

Switches off the Triple X after tidying up first.

---

## Using Torch System V

Torch System V is a Unix operating system with extra features added. Unix is the industry standard operating system for super-micros. For a detailed description of the Torch System V, you should refer to 'inside System V'. The following is a brief summary of the information.

The desktop and windows are designed to make System V easier to use, particularly for people who haven't used computers before. If you prefer, though, you can work directly with System V, typing in commands in the traditional way. To do this, you need to run a program which gives you a window in which to type your commands, and which interprets and obeys them. This program is called shell.

To run shell:

- *find its icon (it's in the /start desktop)*
- *double-click it*



You now have a Torch System V shell to work in, with a prompt, such as # or \$. This means you can type in System V commands. For information on using Torch System V, look at the System V guides packed in your Triple X software library.

To leave the shell, close the window in the usual way.

The rest of this section is for people familiar with Unix-like operating systems, of which System V is one.



---

## **Folders, directories and desktops**

A Triple X folder is the same thing as a Unix directory. When you switch on the Triple X, you're normally taken straight into the directory `/start`. The initial desktop display is associated with that directory. Other directories are available to you as icons, and you can transfer information and programs to and from them.

One of the files in the `/start` directory is called `.desktop` and stores information about what's displayed on the desktop and the positions of the icons.

If you change your working directory, by double-clicking a folder icon on the desktop with the right-hand mouse button, the Triple X looks for a `.desktop` file in the new working directory. If it finds one, it changes the desktop display to match what's specified in the file.

Each time you switch on, the computer reads the `.desktop` file, and is able to reproduce the display exactly as it was when you switched off — except that icons representing files which have become inaccessible (for example, on a floppy disc that's no longer there) aren't shown.

---

## **Programs and processes**

Most of the Triple X's programs are stored in the folder `/bin`.

Each time you double-click a program icon, you start a process running. Those that display information, or that need keyboard input, open a window, with the device name and the process identifier (Pid) number in the window's title bar.

---

## **Devices**

Each device connected to the Triple X — the floppy disc drive, for example, or a serial socket — has an icon that represents it, in the folder `/dev`.

---

## Triple X shortcuts

All the System V utilities, Triple X gadgets, applications programs and device files are stored in the appropriate directories in the directory system, and you can get to them by going through the filing system.

The most frequently needed ones are also accessible by more direct methods:

---

### root directory

shown on every desktop, as the filing cabinet icon

### floppy disc device file

shown on the /start desktop, as the floppy disc icon

### folder to store files marked as deleted

shown on every desktop, as the wastepaper basket icon

### System V shell

shown on the /start desktop, as the shell icon

---



---

## Reference

- 66 Looking after the Triple X
- 67 Expanding your Triple X system
- 68 Summary of menus
  - 68 Menus always available
  - 69 Menus available when you're working with a folder
- 71 Solving problems
- 73 Glossary
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*TripleX* 

---

## Looking after the Triple X

The Triple X is fast and easy to use. It's also extremely reliable. You can help it to stay that way by following these guidelines:

### Before switching off

Decide whether you'll want to use the computer again in the next few hours. If so, leave it on, but turn the brightness down. (It's not good for the computer to be switched on and off repeatedly.)

### The hard disc drive

If you have a hard disc, be careful not to jolt the computer, particularly when it is switched on.

Only carry the computer about in the special Triple X padded carrying case.

### Looking after the surfaces

Don't rest drinks on the Triple X: you run the risk of spilling something which could damage the electronics or make the mouse or keyboard stick.

Clean the surfaces of the computer and mouse occasionally with the spray and cloth provided in your Torch cleaning kit which you'll find in the starter tray. Don't use an abrasive cleaner, since it would scratch the surfaces. Switch off the machine before cleaning.

### Looking after the mouse

You should handle the mouse carefully, making sure you don't drop it or bang it against anything hard and keeping it out of extreme temperatures or direct sunlight.

Don't take the mouse to bits unless you want to clean the ball.  
Don't try to pull out the cable or to carry the mouse by the cable.

Be careful not to spill anything on to the mouse or on to the area you are using it on. If you do get the mouse dirty, use the cloth provided in your Torch cleaning kit to clean it. Do not use the spray on the mouse.



---

## Expanding your Triple X system

There's a range of additional equipment you can add to your Triple X system, including:

- 13" colour monitor
- a colour inkjet printer
- a high-speed matrix printer
- a set of carrying bags
- the gold card support and warranty scheme
- a wide range of applications programs and programming languages.

A multi-user pack is also available which allows additional terminals to be connected to your Triple X.

The Triple X PC can be upgraded by adding:

- 40Mb hard disc drive
- an extra 2 Mbytes of memory (connects to the internal VME bus)
- slim ring — an expansion unit to hold a single VME board together with SCSI and XBUS sockets
- quin ring — similar to slim ring but can hold five VME boards
- tape backup — a separate plug-in unit (slim or quin rings) with software to back up hard discs
- laser printer for fast quality text and graphics
- telephone communications package with modem, handset and software
- X25/X29 networking software package
- ETHERNET local area network software package
- ETHERNET local area network transceivers and cabling
- interactive communications software package — for simple transfer of information between all communication services.

---

## Summary of menus

---

### Menus always available

#### Triple X

---

**Tidy**

Tidies the desktop, arranging all the icons into a neat formation, around the edges of the screen if possible.

**Shuffle**

Shuffles the windows, pulling the window at the back to the front.

**Find desk**

Changes the desktop to the nearest desktop in the hierarchy.

---

**Icon info**

Opens a window which displays information about the most recently selected icon.

**Put back**

Removes all selected removable icons from the desktop and puts them into the correct folder.

---

**Close**

Closes the selected icon.

**Close all**

Tries to close every application started by the desktop.

**Kill**

Closes the selected icon definitively.

---

**Update**

The program that runs the desktop carries out an internal check from time to time. The tick means that checks are being carried out. If there is no tick present, checks are not being carried out.

---

**Switch off**

---

Switches off the Triple X after tidying up first.

---

## Menus available when you're working with a folder

These menus are available only when the active window contains a folder.

### File

---

#### Duplicate

The selected file is copied to a file in the same folder called duplicate which you can then rename.

---

#### New folder

Creates a new empty folder within the folder displayed in the active window.

---

### Display

---

#### Tidy

Tidies up the icons.

---

#### By icon

Files are displayed as icons.

---

#### By name

Only the filenames are shown, not the icons.

---

#### By letter

Files are displayed in alphabetical order.

---

#### By date

Files are displayed in order of most recent use, with dates showing when they were last used. The date is only displayed if you are displaying by name.

---

#### By size

Files are displayed in order of size, biggest first. The size of each file is shown. This option is only available if you are displaying by name.

---

---

## Options

---

### Create desktop

Creates a desktop file in the selected folder identical to the current desktop. You can then put on to the desktop whatever icons you need (and take off those that you don't), once the folder has become the working folder.

---

### Select all

Selects every icon in the current folder and deselects all other selected icons in other folders and on the desktop.

---

### Restore

Restores the selected files from the wastepaper basket.

---

### Empty waste

Empties the wastepaper basket.

---

### Unmount

---

Unmounts a floppy disc.

---

## Solving problems



```
Kernel Window
no space on SCSI board 0, disc drive 2, parti
tion a
no space on SCSI board 0, disc drive 2, parti
tion a
```

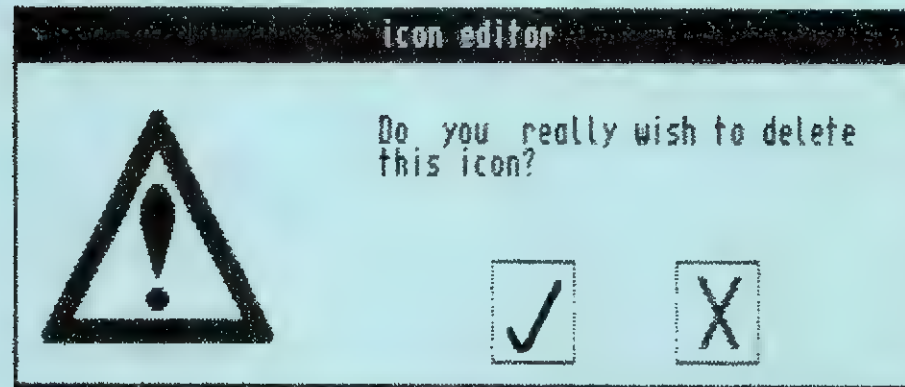
This kernel window may appear containing an error or warning message. Look at 'inside System V' for more information about these messages.



---

Other messages, in panels called dialogue boxes, come from particular programs you're running. The message tells you what to do to solve the problem. To get rid of the box, click the OK box.

---



---

The report window appears automatically if something is written into it. It is usually brought to the front of the desktop so that you can read what it says.

---

## Glossary

### Caretaker

The program that loads the operating system.

### clicking

Pressing and quickly releasing one of the buttons on the mouse.

### close box

A box which you click in order to close a window. Usually at the top left-hand corner of the window.

### data file

A file containing information. One of four types of file: the others are program file, folder and device file.

### desktop

A screen display showing a set of icons. Desktops are associated with particular folders. You can have several different desktops set up for different kinds of work.

### device

A piece of computer equipment. For example, the hard disc, the floppy disc drive, and any extra equipment you plug in such as a printer. Each device has a corresponding device file in the folder /dev. Device files are one of four types of file: the others are data file, program file and folder.

### dialogue box

A panel on the screen displaying a message from a program.

### directory

A collection of files. Usually known as a folder.

### double clicking

Clicking twice in rapid succession. For example, you double click a program icon, using the left-hand button, in order to run the program.

---

**dragging**

Moving something across the screen — an icon or a window for example — by holding down a mouse button while moving the mouse.

**filing cabinet**

A special folder that contains all your folders and files.

**floppy disc**

A flexible plastic disc, coated with a magnetic recording material, which stores information.

**folder**

A collection of files. Also known as a directory. A folder is a special kind of file. The other three kinds are data file, program file and device file.

**formatting**

Preparing a new floppy disc for use, or re-preparing an old one that contains only unwanted files.

**gadgets**

A group of useful programs to have on your desktop, including a clock and a calculator.

**grow box**

A box at the bottom right-hand corner of certain windows. By dragging the box, you can change the size of the window.

**hard disc**

A disc that stays permanently in its drive and that holds large amounts of information which can be accessed at speed.

**icon**

A symbol standing for a file (a data file, a program file, a folder, or a device).

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**kernel window**

A window that displays copyright information and messages from the central part (the kernel) of the Triple X's operating system.

**menu**

A list of options within a program. Menus currently available are shown in the menu bar at the top of the screen.

**mouse**

A device connected to your computer that you roll over the desktop to control the pointer.

**operating system**

A set of programs that manage the computer's communications with its screen, keyboard, mouse and disc drives, and that organise the desktop displays.

**program file**

A file that stores a program. One of four kinds of file: the others are data file, folder and device file.

**scroll bar**

A bar at the right-hand or bottom edge of certain windows. In it, you drag a box up and down or left and right to adjust the view you can see through the window.

**security cover**

A gadget that prevents other people using your Triple X if you have to leave it for a while.

**shell**

A program that interprets and obeys commands you type in.

**System V**

The set of programs, based on Unix, which controls the Triple X.

---

**title bar**

The line which appears at the top of certain windows to show the name of the program that's running — or the folder that's displayed — in that window. You can normally move windows like this by pointing in the title bar and dragging.

**unmounting**

Telling the Triple X that you're about to remove a floppy disc from the drive.

**wastepaper basket**

A special folder in which you put files you no longer need.

**window**

An area of the screen which displays, for example, the contents of a folder.



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## Errata

The following errors and omissions have been discovered in the Triple X Handbook, Issue number 1.0, dated October 1985.

### Page 9

The picture shown on page 9 does not appear immediately, but about fifteen seconds after the rising tone.

### Page 14

The floppy disc icon is shown as **/dev/floppy**

### Page 20

There are, in fact, more files in the root directory. The scroll bars on the right will not usually be highlighted

### Page 22

The window 'at the front' is the window which is highlighted. Highlighting is explained on page 28.

### Page 23

The scroll box is the white box, the scroll bar is the area in which it moves.

### Page 28

The clock window is not highlighted - even when it is the front window.

### Page 37

a) The working folder called /start does not have a desktop associated with it. Therefore the desktop above it in the hierarchy, the one associated with root, is displayed. To create a desktop for /start see page 58 of this handbook.

b) Inside System V tells you how to change the name of the initial working folder.

### Page 38

Icon positions are saved only if the folder has its own desktop.

### Page 44

The **New folder** option is not yet implemented. Use the **mkdir** command instead

### Page 45

Once files have been put in the wastebasket, the icons remain on the desktop. To clear them, use the **Put back** option from the desktop menu

### Page 46

a) The **Restore** option is not yet implemented. Use the **mv** command instead

b) Files are **not** stored in the wastebasket as stated:

**/start/file** becomes **/waste/file** instead of **/waste/start/file**

c) The **Empty waste** option is not yet implemented. Use the **rm** command instead.

d) It is not possible to delete folders at the moment. Use the **rmdir** command instead

### Page 47

Renaming and duplicating do not work as explained in the handbook. Use the **mv** and **cp** commands instead.

Page 48

Dragging between folders is not yet implemented. Use the **cp** command instead.

Page 49

The **size** option is available even if files are being displayed by icon. The icons are re-ordered into largest first, the size of the files, however, is not shown.

Page 50

The **icon info** option is not yet implemented. To find out about icons, you will have to examine the relevant **iconspec** file. See **inside System V** for more information about the icon specification files.

Page 54

- a) The **format** program will not work if the disc is mounted. It is not possible to mount unformatted discs.
- b) When removing a disc from the drive the following sequence should be followed:
  - unmount the disc
  - wait till the red light on the drive has gone out
  - remove the disc

Page 56

The **install floppy** icon is called **install**. You do not need to unmount the disc, it is not mounted!

Page 58

The **create desktop** option sometimes requires the program which runs the desktop to start itself again - do not be surprised if this happens. A file called **core** might be created, this can be deleted.

Page 59

To go to a different desktop you should double click the relevant folder icon with the right hand button. This also change the working directory. If there is no desktop associated with the folder, the desktop will not change. Use the **Find desktop** menu option to search above the folder for a desktop description file. This menu option has no effect if there is a file **desktop** in the current directory.

Page 66

Your Triple X has a hard disc drive.

Page 72

A report window is not the same as a dialogue box. Report windows appear to give you a message from the desktop - to make one go away, double click the Triple X symbol.

15th October 1985

TORCH 

TripleX 